

279TH BASE SUPPORT BATTALION

COMMANDER'S POLICY

POLICY NUMBER: 01-37	DATE: AUG 7 2003
SUBJECT: Closing Time Fire Inspection in Places of Public Assembly	
PROPONENT: DPW (469-8887)	DISTRIBUTION: A, B & C

PURPOSE: Establish fire protection procedures.

SCOPE: Applies to all employees of public buildings in the Bamberg German/American Military Community.

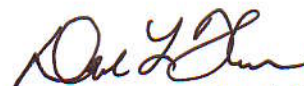
REFERENCES: AR 420-90, Fire & Emergency Services, 10 September 1997

DEFINITIONS: "Public Assembly Building" on Warner Barracks include, at a minimum: Stable Theater, Entertainment Center, Warner Club, 7 Hills Club, Birch View Bowling Center, Community Chapel, Preston Hall, Whispering Pines, Community Library, Recreation Center.

POLICY:

1. Managers of public assembly buildings must ensure that employees are trained in fire prevention and that they understand their fire prevention responsibilities.
2. Fire and Emergency Services, AR 420-90, paragraph 6-6 states: "Managers of public assembly facilities, or assistants designated in writing, must assure these facilities are kept fire safe. Managers will check facilities before opening, during and at the close of business." Managers will ensure the contents of trash containers, and ashtrays are removed and placed safely outside and away from the building; that upholstered furniture is inspected for smoldering cigarettes; and the area is free of any other possible fire hazard. Electric appliances (excluding those designated or required to run continuously, e.g., clocks, water coolers, refrigerators, etc.) will be shut off or disconnected.
3. A log (sample is enclosed) will be maintained by the manager and will indicate date, time and name of the person who performed the inspection. This log will be returned to the Fire Department at the end of each month and maintained for a period of six months. The building manager will keep a second copy on file for a month.
4. All managers of public assembly areas within the 279th BSB will ensure that a daily closing time fire prevention inspection is conducted and properly logged. Managers will also coordinate with the fire department when planning social events. This is important when these events involve temporary decorations, exceptionally large crowds or any unusual arrangements.
5. "Maximum Support - It Shall Be Done!"

2 Encls
Inspection Checklist
Inspection Signature Log


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Commanding